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PLANS AND POLICY

THEATER ENGAGEMENT PLANNING (TEP)

1. Summary. This directive explains the USEUCOM TEP process and provides guidance to HQ USEUCOM staff and components on TEP/TEPMIS responsibilities.

2. Applicability. This directive applies to the United States European Command and its Component Commands.

3. Suggested Improvements. Direct suggestions to Headquarters, United States European Command, Plans and Policy Directorate; Strategy, Resources, and Congressional Affairs Division. Commercial: 49-711-680-5458, DSN: 430-5458.

4. Internal Control Systems. This Directive has no internal control provisions and is not subject to the requirements of the internal management control program. For USEUCOM and subordinate joint activities, the applicable internal control directive is ED 50-8, Internal Management Control Program.

5. References.

1. Chairman of the Joint Chiefs of Staff Manual (CJCSM) 3113.01 (series): Theater Engagement Planning.

2. U.S. European Command Military Engagement Activity Handbook, 10 July 2000.

3. TPMIS Concept of Operations, 10 October 2000.

4. Appointment of Executive Agent Memorandum, 15 May 2001

6. Overview. The EUCOM Theater Engagement Plan (TEP) process seeks to guide and integrate all military peacetime activity conducted with other nations within the USEUCOM Area of Responsibility (AOR) and Area of Interest (AOI). TEP provides coherence and continuity to USEUCOM's shaping efforts with the overarching goals of fulfilling national and theater level objectives, providing program visibility, support planning and resource allocation decisions, and optimizing the use of limited resources. Engagement is defined as any non-coercive military activity undertaken with a foreign nation with the intent to influence the strategic environment and advance U.S. national and theater interests. Engagement is one of the core functions of the Command, with planning and execution elements directed by

USCINCEUR, which includes separate engagement programs of the Component Commands. Supporting the TEP process is the Theater Engagement Planning Management Information System (TEPMIS). TEPMIS is the USEUCOM automated system of record for planning, coordinating, and monitoring engagement events, activities, and programs. TEPMIS provides a consistent and continuously maintained management information resource serving the needs of the USEUCOM senior leadership, planners, Country Desk Officers (CDO), Activity Managers (AM), Component Commands, and Embassy Country Teams. The principle USEUCOM documents of the TEP are the USEUCOM Strategic Vision, USEUCOM Proactive Military Interaction Vision (PMI) and TEP Strategic Concept (TEP SC). The EUCOM TEP derives planning guidance from the National Security Strategy (NSS), National Military Strategy (NMS), Joint Strategic Capabilities Plan (JSCP), and the Contingency Planning Guidance (CPG).

7. **Responsibilities.** See enclosure 1.

8. **TEP Process.** The TEP process in EUCOM consists of policy, strategy, prioritization, planning, execution, and assessment (Fig.1).

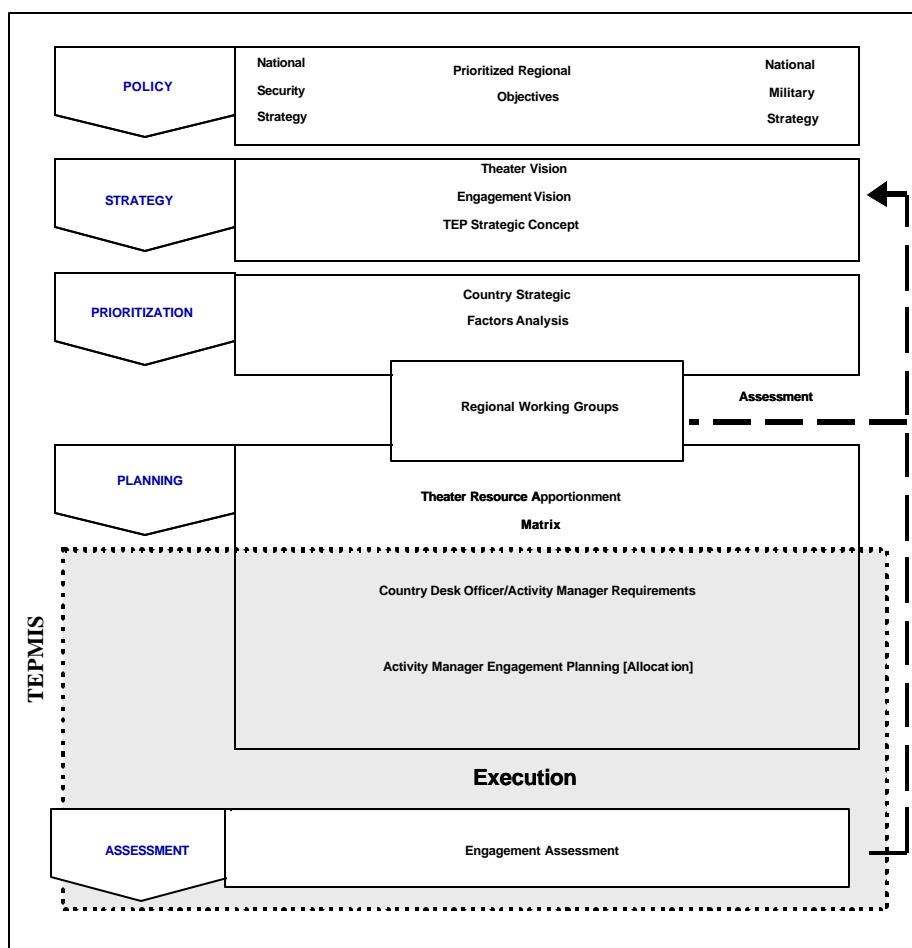


Figure 1. The USEUCOM Theater Engagement Planning Process

a. Policy. CJCSM 3113.01A, Theater Engagement Planning, requires geographic CINCs to develop Theater Engagement Plans for their assigned theaters and submit them to the Chairman of the Joint Chiefs of Staff for review. TEP is the process linking CINC-planned engagement activities to national objectives, derived from the NSS, NMS, and the Prioritized Regional Objectives.

b. Strategy. The USCINCEUR strategic guidance is contained in the USEUCOM Strategic Vision: Challenges and Opportunities, and the Proactive Military Interaction (PMI) Vision.

c. Prioritization. Resource constraints require priorities be established for engagement objectives, regions within the AOR, and countries within the regions. Additionally, the planned engagement activity requirements, developed through the Regional Working Group (RWG) process, must be prioritized by activity type, country, and year.

Prioritization within TEP is accomplished using the Prioritized Regional Objectives, the Country Strategic Factors Analysis (CSFA), and the Regional Working Group.

(1) Prioritized Regional Objectives. The PROs are found in Annex A of the Contingency Planning Guidance. Approved by the President, the PROs are developed by OSD in coordination with Department of State and the National Security Council. They are the national guidance for strategically influencing the international environment in ways favorable to U.S. interests.

(2) Country Strategic Factors Analysis (CSFA). The CSFA ranks the countries in the AOR from the most influential to the least influential country relative to US interests. It provides a relative measure of a countries ability to influence (either positively or negatively) U.S. interests within the EUCOM AOR.

The CSFA is a three-phase process conducted by the CSFA Team led by the ECJ5-S. The CSFA phases are the CSFA Survey, the CSFA Roundtable, and the CSFA Data Quality Check. Team membership is composed of representatives from ECJ5-S, ECJ5-E, ECJ5-M, ECJ2, ECJ3, ECJ4, ECCS-OR, USAFE, NAVEUR, MARFOREUR, USAREUR, and SOCEUR.

The CSFA Survey is sent to all CSFA participants and solicits an evaluation of all the countries in EUCOM's AOR based on threat, political, economic, and military factors. This analysis is taken from a U.S. perspective. Each of the countries in the AOR is analyzed from an opportunity (important-unimportant) versus a threat perspective (friendly-unfriendly). For the opportunity perspective, a country is evaluated on how valuable or influential it is in the AOR with respect to fulfilling or aiding U.S. interests. For the threat perspective, a country is evaluated on how concerned the U.S. should be on its potential to disrupt U.S. security interests.

The survey results are presented to the CSFA Roundtable. In an open forum, the CSFA members discuss and arbitrate the data collected from the CSFA Surveys.

Upon completion of the CSFA Roundtable, a quality check of the survey data is performed by ECJ5-S, ECJ5-E, and ECJ5-M. Upon review, the CSFA data is entered into the Expert Choice decision support software, producing the CSFA country-ranking list. The Director, ECJ5, reviews and approves the CSFA country-ranking list.

(3) **Regional Working Group (RWG).** The RWG is an annual forum for prioritizing requirements for engagement resources across the AOR. The RWG provides engagement apportionment guidance to EUCOM's engagement activity managers. This apportionment guidance is reflected in the principal product of the RWG, the Theater Resource Apportionment Matrix (TRAM). A full discussion of the RWG is given below.

d. Planning. HQ USEUCOM conducts an annual planning cycle that reviews, assesses, and updates USCINCEUR's engagement planning priorities and guidance. The planning horizon for the USEUCOM Theater Engagement Plan is three years.

Additional planning guidance for engagement is contained in USEUCOM's Component Engagement Strategies, the J5 Joint Contact Team Program (JCTP) Country Work Plans, Office of the Secretary of Defense Assessments, Country Mission Performance Plans, the J4 Security Assistance Five Year Plans, Department of State Bureau Performance Plans (BPP), and Mission Performance Plans (MPP).

USEUCOM's engagement effort includes long and short term planning. Long-Term planning is the responsibility of ECJ5's Geographic Divisions (ECJ5-E and M). The primary forum they use to accomplish their planning is the RWG. Country Desk Officers (CDOs) are the primary engagement guidance managers within the overall TEP process.

Short-Term Allocation planning for engagement is the responsibility of the Activity Managers. These managers are located throughout the EUCOM Command Staff and the Component Staffs. The Activity Managers are the primary engagement resource managers within the overall TEP process.

Integrating the long-term and short-term engagement planning effort is the responsibility of the entire EUCOM TEP community, and is facilitated by the TEPMIS. Overseeing this integration is the responsibility of ECJ5-S assisted by ECJ5-E and ECJ5-M.

e. Execution. The execution of engagement is conducted by the EUCOM Staff, Service Components, and Activity Managers. The different types of engagement activities that are performed in the USEUCOM AOR range from Operational Activities, Combined Exercises, Security Assistance, Combined Training, Combined Education, Military Contact, Humanitarian Assistance, and Other Engagement Activities. For a detailed explanation of the engagement activities, refer to the USEUCOM Military Engagement Activity Handbook.

f. Assessment. Assessing the effects of engagement within the theater takes the combined efforts of the EUCOM Staff, Country Teams, Country Desk Officers, Activity Managers, Components and the actual engagement participants.

EUCOM's engagement assessment occurs at three principle areas: engagement participants and/or its immediate management, using tools such as After Action Reports and End of Day reports; the RWGs, Country Teams, EUCOM CDOs, and Component Staffs combine efforts to assess the overall progress of engagement activities; and during the TEP Senior Steering Group (TEP-SSG).

9. Regional Working Groups (RWG). Both ECJ5-E and ECJ5-M, host a RWG. The RWG is an annual forum that prioritizes requirements for engagement resources across the AOR. The aim of the RWG is to focus participants on valuable engagement resources, assess success of engagement

activities, and prioritize engagement activities. Participants include Country Teams, Activity Managers, Component engagement planners, CDOs, and invited Joint Staff and Department of State observers. The principal product of each RWG is a Regional Resource Allocation Matrix (RRAM). These RRAMs are combined to make the Theater Resource Apportionment Matrix (TRAM). See Figure 2 for an illustration of the RWG Annual Planning Process.

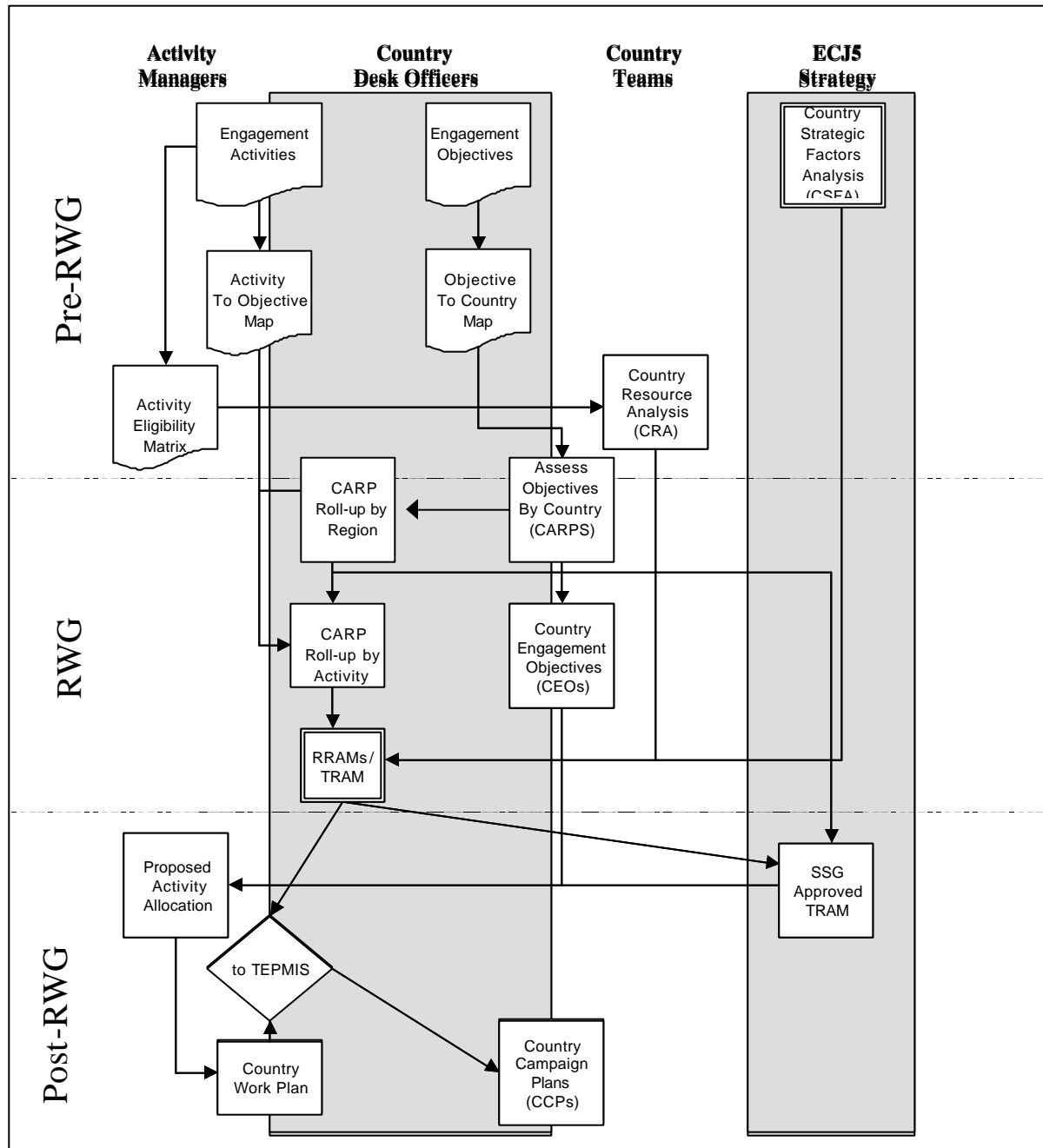


Figure 2. The USEUCOM Annual Planning Process

a. Country Assessment for Regional Prioritization (CARP). Through the CARP, the Country Team (CT) provides an assessment of their country's progress toward accomplishing specified objectives.

b. Country Resource Analysis (CRA). The CRA is a collaboration between the Country Team (CT) and CDO to identify and prioritize engagement activities to accomplish specified objectives.

c. Country Engagement Objectives (CEOs). The CEOs are developed by the Country Team and Country Desk Officers (CDOs). CEOs translate senior-level guidance for engagement (as conveyed in the PROs, Theater and Regional Objectives, and MPPs) into specific engagement objectives for a given country.

d. Theater Resource Apportionment Matrix (TRAM). Upon completion of the RWG, ECJ5-E and ECJ5-M consolidate their RRAM results to produce the TRAM. The TRAM consists of the CARP, CSFA, CRA, Statutory Guidance and Regional Priority.

After the TRAM is completed, it is presented to the TEP-SSG for comments and recommendations. After incorporating the TEP-SSG recommendations, the TRAM is forwarded to the DCINC for review and approval.

The Activity Managers use the TRAM as guidance for developing long and short-term engagement activity levels for their respective engagement activities. The TRAM is also used by activity managers to allocate resources for near-term engagement execution.

10. Theater Engagement Planning Senior Steering Group (TEP-SSG). The TEP-SSG is an annual meeting convened by the EUCOM COS. The TEP SSG membership is HQ USEUCOM Directors; Political Advisor; Legal Advisor; Director of Mobilization and Reserve Component Affairs; Deputy Chief of Staff, Operations for HQ USAREUR; Deputy Commander in Chief, NAVEUR; Director of Plans and Programs for HQ USAFE; Deputy Commanding General, MARFOREUR; and Commander Special Operations Command Europe.

This forum provides senior level guidance on engagement. It is a decision making body that reviews and approves the engagement resource allocation recommendations of the European and Middle East/African RWGs, the TRAM.

11. Theater Engagement Planning Management Information System (TEPMIS). TEMPMIS supports the CINC with his management of engagement activities to optimally support his strategy. It provides for a single integrated operating picture for theater engagement planning, management, reporting, and assessment.

TEPMIS is intended to meet engagement community requirements for providing open information exchange, transparency of programs, and recurring report requirements. TEMPMIS participants include policy planners, CDOs, activity managers, component commands, and embassy country teams.

It is the responsibility of CDOs, Activity Managers, force providers, resources managers and other engagement planners to keep their respective TEMPMIS data current. Enclosure 2 contains the TEMPMIS Data Completeness and Quality Standards.

12. TEPMIS Working Group (WG). The TEMSIS Working Group, chartered by the ECJ5, ensures the requirements of the EUCOM Staff and Components are reflected in the design, development, and maintenance of the TEMSIS.

ECJ5-S chairs the TEMSIS Working Group. Its membership includes both functional and technical representatives from HQ EUCOM, USAREUR, USAFE, NAVEUR, SOCEUR and MARFOREUR.

13. Review Policy. This directive will be reviewed annually by ECJ5-S.

FOR THE COMMANDER IN CHIEF:

OFFICIAL:

DANIEL J. PETROSKY
Lieutenant General, USA
Chief Of Staff

AVA N. WEBB-SHARPLESS
Lt Col, USA
Adjutant General

DISTRIBUTION:
P

ENCLOSURE 1**Responsibilities**

a. Office of Primary Responsibility. HQ USEUCOM, Plans and Policy Directorate, Strategy, Resources, and Congressional Affairs Division (ECJ5-S), is the TEP Program Manager. Forward questions, comments, and suggestions to:

HQ USEUCOM/ECJ5	Classified Fax: DSN 430-8189
UNIT 30400	Unclassified Fax: DSN 430-8791
APO AE 09131	Commercial: (country code 49) 0711-680-xxxx
DSN 430-5458/4109	

PROGRAMOPR

b. TEP Program Manager	ECJ5-S
c. USEUCOM Theater Strategy	ECJ5-S
d. Theater Engagement Plan:	
TEP Strategic Concept	ECJ5-S
Proactive Military Interaction Vision	ECJ5-S
Activity Planning Data	Activity Managers
Activity Requirements	ECJ5-E, ECJ5-M
Production/Delivery	ECJ5-S, supported by ECCS-OR
Network Support to TEPMIS	ECJ6
e. Country Campaign Plans	ECJ5-E, ECJ5-M

ENGAGEMENT ACTIVITYOPR**Combined Exercises:**

BILAT	ECJ37
NATO PfP	ECJ37
ISO PfP	ECJ37
NATO (Article V)	ECJ37
MEDCEUR	ECJ38
MEDFLAG	ECJ37

Security Assistance:

Excess Defense Articles (EDA)	ECJ5-M
Foreign Military Financing (FMF) Grants	ECJ5-M
IMET	ECJ5-M
CONUS Schools	ECJ5-M
Defense Cooperation in Armaments (DCA)	ECJ4-ID

<u>ENGAGEMENT ACTIVITY</u>	<u>OPR</u>
Combined Training:	
African Crisis Response Initiative (ACRI)	ECJ5-M
Counter Drug/Narcotics	ECJ35
Joint Combined Exchange Training (JCET)	ECISO-J3
Maritime Law Enforcement Safety/Security	ECJ5-M
Combined Education:	
African Center for Strategic Studies (ACSS)	ECJ5-M
Marshall Center Academic and Conferences	ECMC-OPA
Near East South Asian Center for Security Studies (NESA)	ECJ5-M
Military Contacts:	
Joint Contact Team Program (JCTP)	ECJ5-J
Unit Partnership Program (UPP)	USAREUR
State Partnership Program (SPP)	ECRA-OP
Chaplain Program	ECCH
Senior Officer Visits	CDOs/Components
Ship Embarks	NAVEUR
Port Visits	NAVEUR
West African Training Cruise (WATC)	ECJ37
Environmental Security Assistance (ESA)	ECJ4-EN
Humanitarian Assistance:	
Humanitarian and Civic Assistance (HCA)	ECJ4-ID/HA
Humanitarian Assistance Prgm Excess Property	ECJ4-ID/HA
Humanitarian Assistance Other (HA Other)	ECJ4-ID/HA
Humanitarian De-Mining	ECISO-HDO
Other Engagement Activities:	
Arms Control	ECJ5-T
Exercise Related Construction	ECJ4-EN

f. The roles of the EUCOM engagement team are addressed below. The responsibilities of the key EUCOM TEPMIS members, CDOs, AMs, and Components are:

1. The ECJ5-S:
 - a. Provides TEP policy and oversight of TEPMIS development.

- b. Conducts an analysis of the PROs, extracting those applicable to the EUCOM AOR, and aligning them with the appropriate USEUCOM regions.
 - c. Serves as the TEPMIS Functional Administrator (FA) for the HQ USEUCOM. Key responsibilities of the FA are to identify organizational TEP activities for TEPMIS; identify organization's Points of Contact (POC) and Offices of Primary Responsibility (OPR); monitor the TEPMIS training program.
 - d. Coordinates with the software developer and local system administrators with trouble reports, configuration control, software updates, and development of command-unique interface applications.
 - e. Serves as the TEPMIS Working Group chair whose duties include identifying resources necessary for continued TEP/TEPMIS design and enhancements that will facilitate assessment and reporting.
 - f. Performs a quarterly TEPMIS query to determine data currency in TEPMIS IAW enclosure 2 (TEPMIS Data Completeness and Quality Standards). Forward results to Activity Managers for follow on action to correct noted deficiencies. Deficiency reports will be compiled for Director ECJ5.
2. The Country Desk Officer's:
- a. Provide guidance to the Activity Managers (AM).
 - b. Provide geographic orientation expertise to planners.
 - c. Analyze the AM engagement activity level inputs into the Engagement Issue Team (EIT) database. The EIT database is where the AMs enter their respective engagement activity levels after the DCINC approves the TRAM. The CDOs coordinate with the AMs on any areas of concern, and collaborate to make any necessary changes to the EIT database. After the above collaboration between the CDOs and AMs, the finalized EIT database, with the planned levels of engagement for the next three-year period, is migrated over to TEPMIS.
 - d. Annual refinement of the Country Engagement Objectives for the RWG.
3. The Activity Managers:
- a. Are responsible for day-to-day oversight of an engagement activity. This includes planning the collection of individual events, projects, or programs that comprise an engagement activity. Serves as the executing agent for a specific program and uses the Theater Resource Apportionment Matrix (TRAM) as senior level guidance when allocating resources.
 - b. Enter engagement data into the TEPMIS (see enclosure 2).
 - c. Correct discrepancies identified during the TEPMIS database queries.
4. The Components:
- a. Attend the EUCOM TEP and TEPMIS meetings to discuss policy, current issues, and training.
 - b. Participate in the EUCOM TEP/TEPMIS process through involvement with the development and coordination with the PROs, TEP SC, RWG, and CSFA.

- c. Institute TEP and TEPMIS within their commands.
- d. Coordinate with EUCOM on the installation of TEPMIS revisions to include hardware/software.
- e. Appoint a TEPMIS Functional Administrator.
- f. Enter engagement data into the TEPMIS (see enclosure 2).

ENCLOSURE 2

TEPMIS Data Completeness and Quality Standards

1. Purpose.

This section describes the minimum data entry requirements for USEUCOM Activities maintained in the TEPMIS. The completeness and quality standards listed here are the minimum required to support engagement planning, resource allocation, assessments of engagement effectiveness, and other monitoring functions of HQ USEUCOM. The data requirements in this section will guide quarterly reviews of data completeness.

2. Summary of Standards.

Table 1 lists the Activities in the USCINCEUR Engagement Portfolio for which TEPMIS recording is required. The following requirements are in effect for cited OPR's at HQ USEUCOM and component commands.

For all pre-planned, event-type Activities in **Table 1** (as indicated in the Pre-Planned Events column), event records should, as a minimum, be created at the earliest stages of planning for events throughout the planning horizon. The DCINC-directed planning horizon for HQ USEUCOM engagement activities is three years.

For all un-planned, event-type Activities in **Table 1** (as indicated in the Un-Planned Events column), event records should, as a minimum, be created at the onset of the event (e.g. a port visit) or as soon as possible after the event is completed.

The minimum data required for all event-type Activities is defined in **Table 2**. Note that data requirements are based on the tabs presented in the TEPMIS Event Data View.

The minimum data required for all financial program Activities is listed in **Table 3**. Records should be created as far forward of the POM input cycle as possible. For example, the initial record for an IMET funding program intended for the FY2005 Budget Year should be created not later than the beginning of FY2003.

Table 1 USCINCEUR Activities

Category	HQ USEUCOM Activity Title	TEPMIS ID	OPR	Pre-Planned Events	Un-Planned Events	Financial Activities	US Force Participants	Resource Costs	Notes
Combined Exercises	Bilateral Exercises	BILAT	ECJ37	0			0	0	1
	NATO PfP Exercises	NATO PfP	ECJ37	0			0	0	1
	ISO PfP Exercises	ISO PfP	ECJ37	0			0	0	1
	NATO (Article V) Exercises	NATO	ECJ37	0			0	0	1
	MEDCEUR Medical Exercises	MEDCAP	ECJ38	0			0	0	1
	MEDFLAG Medical Exercises	MEDFLAG	ECJ37	0			0	0	1
	Other Joint Training Plan Exercises (e.g JTF Tng)	Ex Other	ECJ37	0	0		0	0	1
	Individual and multi-Service Exercises		All Components	0			0		2
Security Assistance	Excess Defense Articles	EDA	ECJ5-M		0			0	
	FMF Grants	FMF Grants	ECJ5-M	0		0			
	International Military Education and Training	IMET	ECJ5-M	0		0			
	Senior / Intermediate Service School	CONUS Ed	ECJ5-M	0					
	Defense Cooperation in Armaments	DCA	ECJ4-ID		0				
Combined Training	African Crisis Response Initiative Training	ACRI-T	ECJ5-M	0				0	
	Counter Drug / Counter Narcotics Training	Tng CtrDrg	ECJ35	0				0	

Table 1 USCINCEUR Activities (cont)									
Category	HQ USEUCOM Activity Title	TEPMIS ID	OPR	Pre-Planned Events	Un-Planned Events	Financial Activities	US Force Participants	Resource Costs	Notes
	Joint Combined Exchange Training	JCET	ECSSO-J3	0			0	0	
Combined Training	Maritime Law Enforcement Safety and Security Training	MLESST	ECJ5-M	0				0	
Combined Education	Africa Center for Strategic Studies Academic Programs	ACSS Acad	ECJ5-M	0				0	
	Marshall Center Academic Programs	GCMC Acad	ECMC	0					
	Marshall Center Conferences	GCMC Conf	ECMC	0				0	
	Near East South Asian Center for Security Studies	NESA Acad	ECJ5-M	0				0	
Military Contacts	Joint Contact Team Program	JCTP	ECJ5-J	0			0	0	
	Unit Partnership Program	UPP	USAREUR	0			0		
	State Partnership Program Activities	SPP	ECRA	0			0		
	Chaplain Program	Chaplain	ECCH	0					
	Senior Officer Visits	Off Visits	HQ USEUCOM, All Components	0					
	Port Visit	Port Visit	USNAVEUR	0	0		0		
	Ship Embarks	Ship Embarks	USNAVEUR	0	0		0		
	West African Training Cruise (WATC)	WATC	ECJ37	0			0	0	1
	Environmental Security Activities	EnvSA Proj	ECJ4-EN	0			0	0	
Humanitarian Assistance	Humanitarian Assistance Projects	HA Other	ECJ4-ID	0			0	0	
	Humanitarian Assistance Projects - Excess Property	HAP-EP	ECJ4-ID	0				0	
	Humanitarian Civic Action	HCA	ECJ4-ID	0			0	0	
	Humanitarian De-mining	HDO	ECSSO-J3	0			0	0	
Other	Arms Control and Treaty Verification	ArmsContrl	ECJ5-T		0		0		
	Exercise Related Construction	ERC	ECJ4-EN	0			0	0	

Table 2. Minimum Data Requirements for Event Type Activities

The check marks indicate the phase of execution at which initial values are established. Values are continuously updated as circumstances change. Final values in all listed fields to complete the record are expected NLT 30 days after execution. Activity Managers and Component Commands may establish additional requirements.

Event View Tab	Field Name	Initial Record	90 days Prior to Execution	30 days prior to Execution	NLT 30 days after Execution	Notes
Heading	Event Name Short Name Engagement Category Fiscal Year (of execution)	Ö				3
	Starts (start date of execution) End (end date of execution)		Ö			
Event	Event Status Category	Ö				
Location	Country(ies) and / or Maritime Area(s) where the event occurs.	Ö				
Participants	Country/State (US)	Ö				4
	Country/State (non US)		Ö			
Individuals	Last Name First name Rank Country affiliation				Ö	5
Key Organizations	Authority Conductor	Ö				
	Scheduler		Ö			
OPR / POC	Organization Office Person	Ö				
Strategy	[Select/deselect objectives as they apply]	Ö	Ö			
Resources	Fiscal Year Resource Requested (amount)		Ö			6
	Used				Ö	7
Narrative	Description Purpose	Ö				
	Results				Ö	
Classification	[All fields on tab]	Ö				8
Forces	Forces Required section: Participant (nation) Supporting Command Supporting Component Operational Capability	Ö				9

Table 2. Minimum Data Requirements for Event Type Activities.						
Event View Tab	Field Name	Initial Record	90 days Prior to Execution	30 days prior to Execution	NLT 30 days after Execution	Notes
	Forces Provided section: Unit (or External Org)			0		10
Forces	Forces Provided section: Dates of participation Actual (flag)				0	
Series	JTS Category Focus Format	0				11
Operations	Mission Force Organization	0				12

Table 3. Minimum Data Requirements for Financial Program Activities

Note: The check marks indicate the phase of execution at which initial values are established.

Event View Tab	Field Name	At Beginning of Budget Year-2	At Beginning of Budget Year-1	At Beginning of Budget Year	Within 90 days of end of Budget Year	Notes
Heading	Program Title Funding Category Engagement Category Fiscal Year (budget year)	0				
Funding	Country/State	0				13
	Requested (funding level)	0				
	CPD Request (funding level)		0			
	Apportioned			0		
	Actual				0	
Classification	[All fields on tab]	0				

Notes

- 1 Component Commands shall record their participation in Joint Training Plan exercise event records created by HQ USEUCOM Activity Managers. Exercise participation outside the Joint Training Plan shall be recorded in the Component's Activity Portfolio.
- 2 Component Commands shall record individual and multi-service exercises that are established outside the Joint Training Plan.
- 3 Activities/events that are also recorded in another DoD / Service information or reporting system should use the Short Name field wherever possible to relate a TEPMIS record to its counterpart in that system. For example, TEPMIS records of Joint Training Plan exercises should use the Joint Training Information Management System (JTIMS) record identifier in the TEPMIS Short name field.
- 4 Identify the US as a Participant Nation in the initial record if US Forces are employed.
- 5 The identification of foreign participants in an event is only required for Activities of the George C. Marshall Center and any other Activity involving the participation of senior military officers or senior government officials of a foreign nation. Examples of the latter include visits to or by heads of state, chiefs of defense (CHOD), or senior defense officials.
- 6 Resource types are selected from the pull-down list. Only the principal resource drivers for an event need to be identified.
- 7 Actual resources used are reported only for those resource types for which a requirement is stated. See previous note.
- 8 Derived From, Declassify On, and Releasability fields are completed only for SECRET and CONFIDENTIAL classification levels.
- 9 Entered only for US Forces participants. See Table 1 for a listing of the USEUCOM Activities in which US Forces participation records are required.
- 10 Entered only for US Forces participants. See Table 1 for a listing of the USEUCOM Activities in which US Forces participation records are required.
- 11 Entered only for Exercise.
- 12 Entered only for Operations.
- 13 List Countries for whom funding is requested and any additional countries included in subsequent years.